

# GO by Spark - How to export the Brand Settings as a CSV file?

This guide offers a straightforward method for exporting brand settings into a CSV file, which can be easily converted to Excel for further analysis or reporting. By following these simple steps, users can efficiently gather essential data such as venue types, segments, and event highlights, making it a valuable resource for managing brand information.

1 Navigate to GO URL.

2 Click on the username located in the upper-right corner.

The screenshot shows the GO by Spark interface. At the top right, the user 'Admin User' is logged in. A dropdown menu is open, showing options: Logout, About, Help Desk, Report Issue, and Kafka Logs. Below the menu, there are tabs for 'Templates' and 'Settings'. A table displays brand settings with columns for LOCATION, ARRIVAL, DEPARTURE, TEMPLATES, and MARKER. The table contains several rows of data, including Miami, At Sea, Isla de Roatan, Costa Maya, Cozumel, and another At Sea entry. Each row has buttons for Events, Venue, and Print, and a 'No markers' button.

LOCATION	ARRIVAL	DEPARTURE	TEMPLATES	MARKER
Miami	--	04:00pm	— Events — Venue — Print	No ma
At Sea	--	--	— Events <b>Venue</b> — Print	No markers
Isla de Roatan	12:00pm	06:00pm	🔗 Events 🔗 Venue 🔗 Print	No markers
Costa Maya	08:00am	06:00pm	🔗 Events 🔗 Venue 🔗 Print	No markers
Cozumel	07:00am	06:00pm	— Events — Venue — Print	No markers
At Sea	--	--	— Events — Venue — Print	No markers

3 Click "About"

The screenshot shows the 'Instance Details' page. A dropdown menu is open, listing options: Logout, About, Help Desk, Report Issue, Kafka Logs, and Custom Logs. The 'About' option is highlighted with an orange circle. The page content includes:

- GO Version:** v1.18.2-47-g8de982a
- Enabled Plugins:** ddp, signage, embed, export, sync
- DDP Land:** <http://gostaging.sparkcooperative.com/api/v1/ext/ddp/5e87661>
- Download Brand settings** button

4 Click "Download Brand settings"

The screenshot shows the 'Instance Details' page. The 'Download Brand settings' button is highlighted with an orange circle. The page content includes:

- GO Version:** v1.18.2-47-g8de982a
- Enabled Plugins:** ddp, signage, embed, export, sync
- DDP Land:** <http://gostaging.sparkcooperative.com/api/v1/ext/ddp/5e87661>
- Download Brand settings** button

On the left side, there is a table with columns: DATE, DAY, and LOCATION.

DATE	DAY	LOCATION
24/2024	1	Miami
25/2024	2	At Sea
26/2024	3	Isla de Roatan
27/2024	4	Costa Maya
28/2024	5	Cozumel
29/2024	6	At Sea

5

The Brand Settings file (CSV) includes the following data:

- Venue Types Id
- Venue Types Name
- Segments Id
- Segments Name
- Levels Id
- Levels Name
- Attributes Id
- Attributes Name
- Group Types Id
- Group Types Name
- Meal Periods Id
- Meal Periods Name
- Event Highlights Id
- Event Highlights Name
- Day Themes Id
- Day Themes Name
- Image Types Id
- Image Types Name
- Additional Instance Details Id
- Additional Instance Details Label
- Additional Instance Details Value